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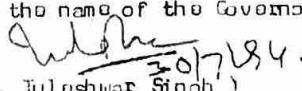
No. 1/75/79(RR)/DP
GOVERNMENT OF MANIPUR
DEPARTMENT OF PERSONNEL & ADMINISTRATIVE REFORMS
(PERSONNEL DIVISION)

NOTIFICATION
Imphal, the 30 July, 1994.

No. 1/75/79(RR)/DP: In supersession of all previous rules issued in this regard and in exercise of the powers conferred by the proviso to Article 309 of the Constitution of India, the Governor of Manipur hereby makes the following rules regulating the method of recruitment to the posts of Head Clerk/Head Assistant/Office Superintendent in the Departments/Offices other than Police Department under the Government of Manipur as shown in the MPSC Form - 8, namely :-

1. SHORT TITLE:- These rules may be called the Government of Manipur / Departments/Offices other than Police Department (Head Clerk/Head Assistant/Office Superintendent) Recruitment Rules, 1994.
2. APPLICATION:- These rules shall apply to the posts specified in column 1 of the MPSC Form - 8, hereto annexed.
3. CLASSIFICATION, SCALE OF PAY, METHOD OF RECRUITMENT ETC :- Classification of the said post, scale of pay, method of recruitment and other matters connected therewith shall be as specified in the columns 3 to 13 of the said MPSC Form - 8.
4. DISQUALIFICATION:- (a) No person, who has more than one wife living or who having a spouse living, marries in any case in which such marriage is void by reason of its taking place during the life time of such spouse shall be eligible for appointment to the aforesaid post; and
(b) no woman, whose marriage is void by reason of husband having a wife living at the time of such marriage or who has married a person who has a wife living at the time of such marriage, shall be eligible for appointment to the said post;
Provided that the Governor of Manipur may, if satisfied that there are special grounds for so ordering, exempt any person from the operation of this rule.
5. POWER TO RELAX:- Where the Governor is of opinion that it is necessary or expedient so to do, he may order, for reasons to be recorded in writing, and in consultation with the Department of Personnel & A.R. (Personnel Division), Government of Manipur for relaxation of any of the provisions of these rules with respect to any class or category of persons or posts.
6. These rules shall come into force with effect from the date of its publication in the Manipur Gazette.

By order & in the name of the Governor,


(Kh. Jaleswar Singh)

Under Secretary(DP), Govt. of Manipur.

Copy to:-

- 1) The Director of Printing & Stationery, Manipur with spare copy for publication in the Manipur Gazette with a request to send 5 copies of the Gazette to this Deptt. for official record. Necessary bill in this regard may please be sent to the Under Secy(GAD), Govt. of Manipur for early payment.
- 2) All Commissioners/Secretaries/Addl. Secretaries/Jt. Secretaries/Deputy Secretaries/Under Secretaries, Govt. of Manipur.
- 3) P.A. to Chief Secretary/Addl. Chief Secretary, Govt. of Manipur with 5 spare copies each.
- 4) All Head of Departments/Offices, Manipur with 2 spare copies.
- 5) The Under Secretary(PIC), Government of Manipur.
- 6) The Under Secretary(GAD), Government of Manipur.
- 7) Notification Book/Guard File/Relevant File.

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MP SC RD RM - 2

RECRUITMENT RULES FOR THE POSTS OF HEAD CLERK/HEAD ASSISTANT/OFFICE SUPERINTENDENT
IN THE DEPARTMENT S/O OFFICES OTHER THAN POLICE DEPARTMENT, UNDER THE GOVERNMENT OF MANIPUR.

Notification No. 175/70(RR)/DP
Imphal, the 30 July, 1994.

(1)	(2)	(3)	(4)	(5)	(6)	(7)
Designation of post(s).	No. of post(s).	Classification.	Scale of pay.	Whether selection post or non-selection post.	Age for direct recruits.	Educational and other qualifications required for direct recruits.
Head Clerk/Head Assistant/Office Superintendent.	All posts of Head Clerks/Head Assistants/Office Superintendents in the Dep'ts/Offices under the Government of Manipur, (other than Police Department).	G.C.S. Class-III (Non-Gazetted).	Rs. 1400-40-1800-EB-50-2300/- (R.P. - 1990).	Selection.	N.A.	N.A.

(Kh. Tulashwar Singh)
Under Secretary (DP), Government of Manipur.

P.T.O.

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P/Rules for the posts of Head Head Clerk and equivalent in the Departments/
Offices under the Govt. of Manipur other than Police Department. -: (2) :-
MP SC FRM - 8

Notification No. 1/75/70 (RR)/DP
Imphal, the 30 July, 1994.

(8) Whether age & educational qualification prescribed for the direct recruits will apply in the case of promotions.	(9) Period of probation, if any.	(10) Method of rectt. whether by direct rectt. or by promotion or by deputation/transfer & percentage of the vacancies to be filled by various methods.	(11) In case of rectt. by promotion/ deputation/transfer, grades from which promotion/ deputation/ transfer to be made.	(12) If a D.P.C. exists what is its composition.	(13) Circumstances in which MP SC is to be consulted in making rectt.
(B) 2 (two) years. By promotion.			PROMOTION: (1) Upper Division Clerks (Rs. 1200-2040/-) Junior Accountants (Rs. 1200-2040/-) with 5 (five) years' regular service in their respective grades having passed (a) Accounts Exam. conducted at the by A.G. Assam or by Govt. of Manipur, and (b) passed in Office procedure Exam. conducted by Govt. of Manipur. (2) Upper Division Clerks: 12 (twelve) years' regular service in the grade having passed the Examination in Office procedure conducted by the Government of Manipur.	Class-III D.P.C.	N.A.

NOTES:- (1) Where a person is considered for such appointment all persons possessing requisite qualifications and who are senior to him in the grade shall also be considered irrespective of the fact whether or not they fulfil the requirement as to minimum periods of qualifying service prescribed for purpose of promotion.
(2) Upper Division Clerks promoted to Head Clerk under category (2) of col. No. 11 shall not be eligible for promotion to the Manipur Finance Service posts.
(3) Any period of absence appointment prior to regularisation shall not be counted in the minimum period of service prescribed for promotion.

(Kh. Juleswar Singh)
Soy (DP), Govt. of Manipur.
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